

MEMORANDUM

Agenda Item No. 11(A)(7)


TO: Honorable Chairman Joe A. Martinez
and Members, Board of County Commissioners

DATE: September 12, 2006

FROM: Murray A. Greenberg
County Attorney

SUBJECT: Resolution retroactively
authorizing in-kind services
for the Foundation for
Democracy in Africa's July
20-22, 2006 Africando 2006

The accompanying resolution was prepared and placed on the agenda at the request of Commissioner Dennis C. Moss.

for: 
Murray A. Greenberg
County Attorney

MAG/jls



MEMORANDUM

(Revised)

TO: Honorable Chairman Joe A. Martinez
and Members, Board of County Commissioners

DATE: September 12, 2006

FROM: Murray A. Greenberg
County Attorney

SUBJECT: Agenda Item No. 11(A)(7)

Please note any items checked.

- ☐ "4-Day Rule" ("3-Day Rule" for committees) applicable if raised
- ☐ 6 weeks required between first reading and public hearing
- ☐ 4 weeks notification to municipal officials required prior to public hearing
- ☐ Decreases revenues or increases expenditures without balancing budget
- ☐ Budget required
- ☐ Statement of fiscal impact required
- ☐ Bid waiver requiring County Manager's written recommendation
- ☐ Ordinance creating a new board requires detailed County Manager's report for public hearing
- ☐ Housekeeping item (no policy decision required)
- ☐ No committee review

Approved _____ Mayor

Agenda Item No. 11(A) (7)

Veto _____

9-12-06

Override _____

RESOLUTION NO. _____

RESOLUTION RETROACTIVELY AUTHORIZING IN-KIND SERVICES FROM THE MIAMI-DADE ENTERPRISE TECHNOLOGY SERVICES DEPARTMENT FOR THE FOUNDATION FOR DEMOCRACY IN AFRICA'S JULY 20-22, 2006 AFRICANDO 2006 – ANNUAL US – AFRICAN TRADE AND INVESTMENT CONFERENCE IN AN AMOUNT NOT TO EXCEED \$500.00 TO BE FUNDED FROM THE COUNTYWIDE IN-KIND RESERVE FUND

WHEREAS, the Foundation for Democracy in Africa has requested in-kind services from the Enterprise Technology Services Department for the July 20-22, 2006 Africando 2006 – Annual US – Africa Trade and Investment Conference in an amount not to exceed \$500.00 (see attached In-Kind Service Application); and

WHEREAS, the Africando 2006 – Annual US – Africa Trade and Investment Conference is a small event, suitable for the in-kind services funded from the Countywide In-kind Reserve Fund,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that this Board retroactively authorizes in-kind services from the Enterprise Technology Services Department for the Foundation for Democracy in Africa's July 20-22, 2006 Africando 2006 – Annual US and Africa Trade and Investment Conference in an amount not to exceed \$500.00 to be funded from the Countywide In-kind Reserve Fund.

The foregoing resolution was sponsored by Commissioner Dennis C. Moss and offered by Commissioner _____, who moved its adoption. The motion was seconded by Commissioner _____ and upon being put to a vote, the vote was as follows:

Joe A. Martinez, Chairman	
Dennis C. Moss, Vice-Chairman	
Bruno A. Barreiro	Audrey Edmonson
Jose "Pepe" Diaz	Carlos A. Gimenez
Sally A. Heyman	Barbara J. Jordan
Dorrin D. Rolle	Natacha Seijas
Katy Sorenson	Rebeca Sosa
Sen. Javier D. Souto	

The Chairperson thereupon declared the resolution duly passed and adopted this 12th day of September, 2006. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

MIAMI-DADE COUNTY, FLORIDA
BY ITS BOARD OF
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: _____
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.



R.A. Cuevas, Jr.

05/23/2006 18:35 305-4169203

FDA MIAMI

PAGE 05

**MIAMI-DADE COUNTY
APPLICATION FOR FEE WAIVER AND IN-KIND SERVICES**

IMPORTANT: County fee waivers and in-kind services requested through this process are not effective until approved by action of the Board of County Commissioners pursuant to the Miami-Dade County Home Rule Charter

Please complete and submit completed this application along with requested materials where applicable, to:

Special Events Staff
Communications Department
111 N.W. 1st Street, Suite 2510
Miami, FL 33128

Phone: (305) 375-2836
Fax: (305) 375-3968

1. Type of Event/Application (select one of the following):

- ☐ District Event - Event of minimal impact related to specific commission district
- ☐ Small Event - Event of minimal impact not necessarily related to a specific commission district.
- ☐ Special Event - Event with expected attendance of less than 5,000 with localized impact limited to an individual community or municipality.
- ☐ Major Event - Large Event with expected attendance of over 5,000 or significant probability of protests, controversy, violence or vandalism.

2. Event description and Purpose (Please be specific --if event is a fund-raiser, define the beneficiaries): NO

Name of Event: Africando 2006- Annual US - Africa Trade and Investment Conference
Event Date(s): July 20 - 22, 2006
Expected Number of Participants and Attendees (per event day is applicable): 100 - 250
Physical Address of event Venues [please specify Commission District(s)]
Florida Memorial University, 15800, 42nd AVENUE, MIAMI

Event Description and Purpose: Africando 2006, will bring together Africans, Caribbean and US representatives of public and private sector organizations, to promote the use of Science, Engineering and Research as a value-added tool for improving product quality for the Small and Medium Enterprise (SME'S) in the US and in Africa. Building Capacity for the SME's both in Africa and in the Diaspora to fulfill the African Growth and Opportunity Act, signed into law in 2000 by the US Congress and President Clinton and recently extended by President Bush to expire in 2015.

3. Requesting Organization:

Legal Name of Organization: The Foundation for Democracy in Africa
Address: 600 Brickell Avenue, Suite 704, Miami, Florida 33131
Contact Person: Anthony Okonmah Title: Executive Director
Telephone: 305-416-9201 Fax 305-416-9203 e-Mail: akonmah@yahoo.com, akonmah@democracy-africa.org

4. Applicant Status: (Select one)

- ☒ Not-For-Profit or Tax Exempt (attach copy of exemption certificate)
- ☐ Local Government or Public Entity
- ☐ For-Profit
- ☐ County Sponsored Event/Sponsoring Department _____
- ☐ Other (specify): _____

5. Fee Waiver or In-kind Services Requested: ESTD

Please note: Be specific (example: police, fire, stage, etc.) to ensure the appropriate services are provided. Once this application is approved, any additional County fee waiver or in-kind services required for this event is the responsibility of the requesting organization and cannot be added to this application.

a. <u>Use of Computer (2)</u>	b. _____	c. _____
d. <u>handouts and printer</u>	e. _____	f. _____
g. _____	h. _____	i. _____

7/18/06 - 7/21/06

5


FOUNDATION FOR DEMOCRACY IN AFRICA			
AFRICANDO 2006 BUDGET			
1-Jul-06			
	TOTAL BUDGET	DADE CNTY. D&D	*** OTHER
ADMINISTRATIVE EXPENSES:			
Personnel In-house	\$ 45,000	\$ 36,000	\$ 9,000
Personnel Contracted - Consultants	7,500		7,500
Secretarial services	3,500		3,500
	98,596		
TECHNICAL & PRODUCTION EXPENSES			
Interpretation & Tech. Support	7,500	3,000	4,500
Public Relations	2,500		2,500
Artistic Design, Stage, Lights	6,000	2,500	3,500
Speakers (Honorarium)	1,500		1,500
Artistic Fee (Performances)	12,000	5,000	7,000
SPACE & EQUIPMENT RENTAL:			
Space rental	9,000	6,000	3,000
Booth Building & Decoration	5,000	3,000	2,000
Equipment rental	3,500	1,500	2,000
TRAVEL:			
Transportation & Air ticket	7,500	5,000	2,500
Lodging	15,000	10,000	5,000
MARKETING & PROMOTION:			
Advertising & promotion	10,000	5,000	5,000
Awards & Conference Bags	4,500	1,500	3,000
Design & Printing	9,000	3,000	6,000
Postage & Mailing	2,000	1,500	500
Other (Specify):			
Photography & Video	1,500	1,000	500
Telephone & Office Supplies	3,000	1,500	1,500
OTHER PROJECT EXPENSES:			
Insurance - Gen. Liab.	2,500	1,500	1,000
Security	2,500	1,500	1,000
Legal	1,500		1,500
Food Services	18,000	11,500	6,500
Utilities, Cleanup, etc	9,700		3,700
Permits, Licenses & taxes	1,000		1,000
US Visas	600		600
SUB TOTAL	\$ 223,896	\$ 100,000	\$ 85,300
Fringe Benefits - 25%	11,250		11,250
Indirect Cost - 30% of Direct Cost	67,169		67,169
TOTAL	302,315		163,719
*** CONSIST OF OTHER GRANTS, CORPORATE SPONSORS, REGISTRATION, ETC.			

Memorandum



Date: September 12, 2006

To: Honorable Chairman Joe A. Martinez
and Members, Board of County Commissioners

From: George M. Burgess
County Manager 

Subject: Countywide In-Kind Reserve Request Recommendation

The Office of Strategic Business Management (OSBM) has reviewed the attached in-kind request and recommends for the item to move forward to the Board of County Commissioners for consideration. The countywide in-kind reserve balance allows for the funding of this request.

Background

A waiver for in-kind services is being requested by a not-for-profit organization Foundation for Democracy in Africa for the annual US Africa Trade and Investment Conference scheduled for July 20-22, 2006.

In-kind services have been requested in an amount not to exceed \$500.00 from the Enterprise Technology Services Department for the use of two computers and a printer. The in-kind services provided by ETSD do not affect the in-kind reserve balance.

As part of the FY 2005-06 Adopted Budget the Foundation for Democracy in Africa received an award of \$100,000 from the General Fund Discretionary Reserve.

Inkind10306

8